

Minutes of the Meeting of

THE JOINT INTELLIGENCE STUDY PUBLISHING BOARD

Room 1006 L Building  
3 August 1943

Present:

Cdr. Bailey (ONI) ....JISPB  
Major Kounts (MIS) .... "  
[REDACTED] (OSS) .... "  
Lt. Col. Cutts (ONI) ....JISPB Cartog. Sub-Com.  
Major Sweet (MIS) .... " " "  
[REDACTED] (OSS) .... " " "

DOCUMENT NO. 21  
NO CHANGE IN CLASS. ☐  
☒ DECLASSIFIED  
CLASS. CHANGED TO: TS S C  
NEXT REVIEW DATE: \_\_\_\_\_  
AUTH: HR 70-2  
DATE: 20 JUL 1980 REVIEWER: 018048

1. Cutts. JANIS are being written for first echelon below OPD, Future War Plans Section and Joint War Plans Committee.

2. Cutts. JANIS size. Cartographic Sub-Committee requests largest size convenient and possible. This desirable to use as many maps and photos as possible without reduction, folding, and too many inserts.  
Sweet reported field men contacted indicated a size about 9 x 14 1/2 is desirable. These men do not have much storage space.  
Determinants for size should be: press sizes, paper sizes and file sizes. Sweet suggests 11 point type.

3. Photos. It was suggested that photos could be grouped at the end of each chapter to allow greater field use.

4. Sweet. Field men indicated the Surveys are studied in H.Q. If complete enough H.Q. makes plan for independent operating unit, e.g., a battalion or division. Some detailed and specific maps are also prepared. Sometimes maps are removed from Survey so they prefer the study in sections. If country is large, the field men prefer division into areas rather than complete discussion of various elements for whole country.

The field men prefer the maps (not for troop use): loose in separate container, very few fold-ins, marked near edge, well identified, and assembled by type (all on Port Facilities together, etc.).

5. Sweet. Field man is most interested in minimum weight and bulk.

6. Bailey. The JISPB agreed:

- a.) Photos to be separated from text.
- b.) Photos to be on waterproof stock paper if reproduced, as good as on any other stock. Text printed on different stock (not waterproof).
- c.) Reproduction of pictures and text should be done at the same place.
- d.) The size should be 9 1/2" x 14" or 10" x 14" or a similar size convenient for presses.

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- e.) There should be a JANIS name marker on the binding back.
- f.) Screen specifications for half-tone should be 133 or higher.
- g.) For security purposes JANIS volumes should be given a short title of JANIS No. \_\_\_\_\_ rather than using letters (e.g., E-BU).

7. The JISPB adjourned to Lt. Cdr. Knoxes' office for study of reproduction details.

Respectfully submitted,

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